



SAN BRUNO PARKS & RECREATION COMMISSION
MINUTES

March 17, 2010

Chair Pierce called the regularly meeting of the San Bruno Parks and Recreation Commission to order at 6:28 p.m.

Commissioner Nigel led the Pledge of Allegiance.

PRESENT AT MEETING – Commissioners: Chair Pierce, Bower, Davis, Lara, Marshall, Nigel, Stanton and Zamattia. Excused: Vice-Chair Greenberg. Staff: Schwartz & Mattias.

MINUTES: MSC Davis/Lara to approve the Minutes of the February 17th meeting.

A. UNFINISHED BUSINESS:

1. Project Status Report

- a. **Athletic Field – Commissioner Davis** said that the Athletic Field Informational Report was presented to City Council on March 9th. She felt it was an outstanding report and that it was well received. **Director Schwartz** reviewed report and the City Council's recommendation to return with a request for up to \$200,000 of Park-in-Lieu Fees to complete the site surveys and design work. **Director Schwartz** said that Manger Freitas and Manger Brewer pulled together the information for the report. Report will go back to Council in April. **Commissioner Zamattia** would like to get reminder e-mail for the next presentation to Council.
- b. **Dog Park – Committee Chair Marshall** said that there is no update at this time. **Commissioner Davis** would like to spend more time next year on promoting other dog parks in area. **Director Schwartz** said that there is a new Intern Program that the City Managers are setting up to prepare the next generation to get into local government. A good project for our Intern would be to look at all dog parks in San Mateo County / District IV and put together an informational pamphlet. **Commissioner Nigel** would like to include Golden Gate National area also. **Chair Pierce** said that he had a chance to drive by Commodore Dog Park and had questions on lights there. After much discussion, **Commissioner Davis** would like to re-visit fundraising / donations to install lighting for fall.

2. **Proposed Master Fee Schedule – Committee Chair Zamattia** explained that most of the changes to the fees in the Master Fee Schedule were changing them to per hour amounts making it easier for public to understand and staff to administer. Proposed fees were noted in red. New fees added were rentals of the Community Room (former Teen Room) and Swimming Pool. **Director Schwartz** added that the High School District is closing three of their pools this Fall and is looking at City pools. We never have had those types of rentals before and this could be an opportunity for us. **Commissioner Davis** asked about Senior Center rates and rentals and how they compare to other facilities in area. After much discussion, staff was asked how often

Center was used and to compare rates and use to other facilities in area.

Commissioner Lara would like to find a way to track Sports Field Lighting Fees.

3. **Community Recognition Award - Commissioner Nigel** reviewed the application regarding Robert Riechel, said that he knows Robert and that he is involved in many City committees and projects, attends the Posy Parade every year and is well qualified. **M/S Davis/Nigel recommended the nomination of the 2010 Community Recognition Award be presented to Robert Riechel at the televised PRC Meeting on April 21, 2010.**

B. COMMUNICATIONS: None

C. PUBLIC COMMENT: None

D. NEW BUSINESS:

1. Chair Pierce welcomed Commissioner Nigel back from the CPRS Conference in Palm Springs and recognized Commissioner Bower for being Stage Manager @ Capuchino.

E. REPORTS:

1. Staff Reports:

- a. Monthly report – **Director Schwartz** distributed the finance/participation report from Fall/Winter 2009. He also presented an additional Recreation Division report for activities that were held within the last month, asking commissioners if this was something they would like in addition to the regular reports. After reviewing all reports, consensus was the regular reports were fine.
- b. Catalpa Lot – Chair Pierce asked if there is a start date set. **Director Schwartz** said staff is working with Public Works and will give a full report at next meeting. *(After the Commission meeting, received e-mail regarding timeline: equipment to ship on March 26th and work will tentatively start in the second week of April.)*
- c. **Director Schwartz** announced that there would be a final SMUHSD Surplus Property Committee Meeting being held Wednesday, March 24th at 7:30pm, San Mateo Adult School. **PRC would like reminder of meeting.**
- d. **Director Schwartz** announced the Annual Easter Egg Hunt and Pancake Breakfast to be held March 27th starting at 9:00am. Peewee Opening Day will be held that day as well. The Narita delegation will be visiting March 24th through March 30th and we are hoping to have them participate with the Easter Egg Hunt.
- e. **Director Schwartz** handed out workshop agenda for the Commissioners Training Workshop being held on April 17th in Belmont. Asked Commissioners to let him know if they would like to attend by March 26th so he can sign them up.

2. Commissioners Reports:

- a. **Commissioner Nigel** reported on his attendance at CPRS Conference. He felt the seminars were of quality and exhibitors were strong, lots of students and not many professionals attended this year due to all the budget restraints. He thanked those who donated to the Scholarship Program and said there were three people who were awarded, first time awarding twins. He gave kudos to recreation staff for the work they do and would like the PRC to consider nominating our staff for an award next year.

- b. **Chair Pierce** reported that the Memorial Dedication Ad-hoc Committee met and judged three designs that were submitted. There were no consensus, many questions were raised and referred back to finalists.

F. ADJOURNMENT: With no other business to be conducted, **Chair Pierce** adjourned the meeting at 7:47pm.

Respectfully Submitted,

Jackie Mattias
Executive Assistant